

# FAIR HOUSING REGULATORY REVIEW COMMITTEE MEETING

## MINUTES

Members of the Fair Housing Regulatory Review Committee met on February 12, 2008 at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Marjorie Clark, Member, Real Estate Board  
Florence Daniels, Chairman, Fair Housing Subcommittee, Real Estate Board  
Tonye Epps, Member, Fair Housing Board  
Stephen McMaster, Member, Fair Housing Board  
David Rubenstein, Chairman, Fair Housing Board

Staff present for all or part of the meeting were:

Lizbeth Hayes, Fair Housing Administrator  
Christine Martine, Executive Director, Real Estate Board and Fair Housing Board  
Deanda Shelton, Assistant Fair Housing Administrator

R. Thomas Payne, II, Assistant Attorney General and counsel for the Fair Housing Board and Real Estate Board was present.

Ms. Hayes called the meeting to order at 2:08 p.m. Ms. Hayes distributed an agenda for the meeting.

### **Call to Order**

There was no attendance by the public.

### **Public Comment**

Members of the committee introduced themselves. Ms. Hayes thanked them for agreeing to serve on the committee and explained that the committee was convened to review fair housing regulations. Ms. Hayes explained that the regulations were effective in 2003 and the requirement to review regulations every four years.

### **Welcome and Introduction**

Ms. Daniels nominated Marjorie Clark as chairman. Mr. Rubenstein seconded the motion. Ms. Clark agreed to serve as chairman. Ms. Hayes offered assistance to chair the committee.

### **Nomination of Committee Chairman**

Ms. Hayes suggested the committee schedule meetings the day prior to Real Estate Board and Fair Housing Board meetings scheduled for the months of March, April and May. The committee adopted the following meeting schedule:

### **Discussion of Committee Meeting Schedule**

Wednesday, March 19, 2008  
Tuesday, April 15, 2008

Wednesday, May 7, 2008.

The committee agreed to schedule future meetings as needed.

Ms. Martine described the regulatory review process. Ms. Martine explained that Executive Order 36 requires all agencies to review regulations every four years. Ms. Martine stated that the Fair Housing regulations were last reviewed in 2003, at its inception. She explained that Boards can conduct a periodic review or general review of its regulations. Ms. Martine stated that both Boards elected to conduct a general review of its regulations. Ms. Martine explained that once the Notice of Intended Regulatory Action (NOIRA) is published 8timeframes will apply where the committee has to complete its review and the Boards have to adopt the regulations.

**Discussion of  
Regulatory  
Review Process**

Ms. Hayes suggested the committee set goals for each of its meetings. Ms. Hayes suggested the following schedule for reviewing the regulations:

**Meeting Goals**

- First Meeting Review Part I
- Second Meeting: Part II, 18 VAC 135-50-70 thru 135-50-190
- Third Meeting: Complete review of Part II, 18 VAC 135-50-200 thru 50-290
- Fourth Meeting: Review Part III, Procedures, 135-50-300 through 135-50-420.
- Fifth Meeting: Complete Review of Part III, 135-50-430 through 135-50-550.

The committee agreed to the above schedule.

The committee agreed to reserve the last meeting for reviewing its notes on the regulatory review.

Ms. Hayes explained previous changes made under the fast track regulatory process, including adding "Fair Housing Board" to the definition of Board, adding "Fair Housing Board" in the first paragraph of 18 VAC 135-50-20, Purpose, and language to the same regulation regarding the jurisdiction of each of the Boards. Ms. Hayes also explained that language was added back to 135-50-220, specifically, paragraph 5, which includes language regarding intimidation, coercion and harassment when during residency. Ms. Hayes explained that the language was taken out in 2003.

**Discussion of  
Previous Changes  
to Regulations**

Ms. Martine provided a copy of the Fair Housing Regulations, effective September 22, 2007, to members of the committee and staff.

Members of the committee and staff discussed the wording in (iv) of the definition of “Authorized representative.” Committee members and staff suggested changes that will be drafted and reviewed at its next meeting.

**Discussion of Part  
I, General  
Provisions**

Ms. Hayes stated that she would discuss the requirements for an authorized representative to make an oral or written appearance in a conciliation conference with Carol Mitchell, Director, Alternate Dispute Resolution.

Members of the committee and staff discussed the definition of “Person in the business of selling or renting dwellings.” Ms. Martine informed the committee that the fair housing certification regulation defines regulant as person in the business of selling or renting dwellings. Ms. Martine suggested that Mr. Payne consult Emily Wingfield, former Board counsel, on why the Board included the definition in its regulations.

Committee members and staff discussed the requirements for providing notice to parties. Mr. Rubenstein suggested language to clarify 135-50-30, General construction. A draft revision of the regulation will be reviewed by the committee at its next meeting.

Mr. McMaster suggested rewording or reconstructing regulation 135-50-50, Scope, to add “any other prohibited conduct” and moving the protected classes to the end of the sentence. Ms. Hayes suggested doing the same in 18 VAC 135-50-20, Purpose. A draft revision of the regulation will be reviewed by the committee at its next meeting.

Ms. Martine explained that nothing precludes the committee from going back over the regulations if the code should change before the Boards adopt its final regulations. Ms. Martine cautioned that the committee should be able to explain and justify why changes are being made to the regulations, and that the regulations do not supercede the statute.

**Open Discussion**

There being no further business, the meeting was adjourned at 3:43 p.m.

**Adjourn**

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**Marjorie Clark, Chair**

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